

Facility Announcement

Date: September 11, 2014
To: All Business Enterprise Licensees
From: Aneesa Locke-Hines, Assistant Deputy Director, BSVI/BE Program Manager
Origin: Jarett Roush, Area Manager
Chris Estep, Business Consultant

Facility Number: 526
Grantor: United States Post Office
Name: City Gate Post Office
Address: 2323 City Gate Drive, Columbus, OH 43218

Facility located on: Federal Property – Postal Facility

Applicants are required to use OOD Form 1009 (Revised 09-12-11) to apply for this position. Copies of the current form may be obtained from area offices or BE's website <http://ood.ohio.gov/docs/be-documents/rsc-1009-bep-facility-application-revised-09-12-11.pdf>.

Vacancy Announcement can also be viewed on BE's website at: <http://ood.ohio.gov/ood-home/programs/business-enterprise/be-licensee-information>.

Application and supporting documentation must be received before 5:00 p.m. by Jarett Roush on or before October 10, 2014 at the following address:

Jarett Roush
P.O. Box 349019
Columbus, OH 43234
937-681-7139

Or Application and supporting documentation may be faxed to:

- 614-985-7991

Or application and supporting documentation may be emailed to:

- RSC.BEVacancy@ood.ohio.gov

Per Rule 3304:1-21-03 A (3) – It is the responsibility of applicants to verify receipt of application by the deadline date and time. Applications and/or supporting documentation shall not be accepted after the deadline date and time.

Estimated start date for the new operator: within 30 days of selection decision

Facility description:

- a. Estimated number of customers served each day: 900 spread over 3 shifts
- b. Seating capacity: Approximately 100 spread over 2 break areas
- c. Types of food services provided: Vending
- d. Equipment: Jet Scan 4062 bill counter, Jet Sort coin sorter, (2) Rowe BC-1200 Bill changers, 2 hot beverage (AP 942, AP 945), 2 Bev Max, 2 Bev Max narrow, 3 National cold food, AP frozen food, 2 eight select med vendors, 2 AMS 39 chilled snack, 2 AP 933 snack, True storage refrigerator, reach-in refrigerator, Bev Air two door double refrigerator, True single door freezer, True Double Door Freezer.
- e. Items stocked for sale: fresh food, frozen food, cold and hot beverages, snacks and candy, sundry items.
- f. Recommended opening day cash: \$1500
- g. Approximate initial inventory amount: \$9,200
- h. Information about space: on-site storage, shared dock and refrigeration with other on-site operator
- i. Yearly total receipts and net proceeds:
2014 (through July 2014) – Sales: \$157,452; Net Proceeds: \$48,830
2013 – Sales: \$170,420; Net Proceeds: \$29,358
2012 – Sales: \$187,915; Net Proceeds: \$48,318
2011 – Sales: \$208,090; Net Proceeds: \$52,352
- j. Reasons for fluctuation in proceeds: No clear explanation for the drop in net proceeds in 2013. However, proceeds increased in 2014 after facility staffing changes and the addition of credit card acceptability.
- k. Days and hours of operation: 24 hours
- l. Number of employees presently employed: 1. Persons who are blind or otherwise disabled and are qualified for the job shall be given preference when hiring in any BE facility.
- m. Available public transportation: Only via Mainstream or taxi
- n. Projected changes in the facility: There is currently USA Tech card readers installed on the machines. They are inactive currently, but can be reactivated.

- o. Any special training, physical requirements, and mobility skills required for the job: This facility is a large warehouse type location. It is a long walk between the store room and 2 vending areas
- p. Location, type and level of competing food service: two BE Operators on site providing various vending products
- q. BE designee, tour availability and special requirements: Chris Estep will conduct a tour on September 24, 2014 at 10:00am. You must contact Chris by close of business on September 17, 2014 to be added to the tour. You must also indicate if someone will be with you and who they are. If you do not schedule with Chris to be put on the list of attendees, you will not be granted access to the Post Office. If you do not provide a name of a driver, spouse or employee at time of scheduling, they will not be granted access. This will be the one and only tour.
- r. Fees, assessments, financial obligations, and other specific items required by the BGA: none
- s. Security clearances required by the BGA: Federal Postal Clearance

Contact Chris Estep, 614-940-5371 or james.estep@ood.ohio.gov, with any questions and for more detail.